

VILLAGE OF BREWSTER  
BOARD OF TRUSTEES  
2 JUNE 2021  
7:30 P.M.  
REGULAR MEETING  
MINUTES

The Board of Trustees of the Village of Brewster is holding a regular at 7:30 PM, on June 2, 2021 through Zoom Meeting. The Meeting ID is 207 812 8623 and the phone number needed to call in is 1-929-205-6099.

Attendees:

Mayor: James Schoenig  
Deputy Mayor and Trustee: Christine Piccini  
Trustees; Mary Bryde, George Gaspar, Tom Boissonnault  
Village Police Chief:  
Village Engineer: Todd Atkinson  
Village Counsel: Jennifer Herodes,  
Clerk & Treasurer: Michelle Chiudina  
Deputy Clerk-Treasurer:

Absent:

John Del Gardo  
  
Gregory Folchetti  
  
Donna Milazzo

Pledge to flag.

**Regular Meeting**

Mayor Schoenig motions open up the regular meeting, Trustee Bryde 2<sup>nd</sup>, all in favor 5 to 0.

1. Monthly Reports

- 1.1. Planning Board Report for May, 2021. Planning Board Chairman Richard Lowell provided the Board via email the Planning Board Report for May, 2021. Mayor Schoenig motions to accept the Planning Board Report, as written, for May, 2021, Trustee Boissonnault 2<sup>nd</sup>, all in favor 5 to 0. Copies will be attached to the minutes.
- 1.2. Engineer's Report for May, 2021. Village Engineer, Mr. Todd Atkinson of Folchetti & Associates, delivers the Engineer's Report for May, 2021. Mr. Atkinson discusses the repairs to the Route 22 Pump Station generator and Trustee Gaspar asks what happens if there is an issue and the generator is down. Mr. Atkinson explains VRI and himself will still be notified by the SCADA system, and a company will come in and pump the tank down, but he doesn't see that being an issue as there is a three-day storage in the tank. Mr. Atkinson notes that the plant is at the 15-year point and there are some updates that need to be done and he will be discussing these items with Clerk Chiudina and the DEP. He also notes that he has a meeting with Dr. Aqeel regarding 530 North Main Street, regarding the issues with the site plan and what is being done. Mr. Atkinson updates the Board on the Route 6 Bridge project. Mr. Atkinson notes the issues that the DOT is having with the Village sewer lines but Mr. Atkinson has stressed that those lines will not be moved and that the DOT was aware of where the sewer lines were during the planning stages of this project. Deputy Mayor Piccini notes there are reasonable solutions but the DOT is looking for an easy solution. Mr. Atkinson agrees and states that these solutions would cause zero maintenance down the road for the DOT but it will cause the Village problems in the future. Mr. Atkinson also states that the contractor, DA Collins came up with two different options to work around the sewer lines and they are looking into these more to see which one is a better solution. Trustee Gaspar notices that the footings have been set for the overhead traffic signals and Mr. Atkinson confirms this, and notes that the bridge will probably not be ready until August or September. Mr. Atkinson and the Board discuss the aesthetic of the bridges, and the Board agrees that they are upset with the way that the bridge looks. The Board notes that the change in the style of the bridge is a violation of SEQRA, as it no longer fits in the area, which was supposed to be a historic looking bridge and now it looks more industrial. Mr. Atkinson recommends that the Board writes a letter to the DOT to inform them of the Board's concerns and have a record of this. Mayor Schoenig motions to accept the Engineer's Report for May, 2021, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0. Copies will be attached to the minutes.
- 1.3. DPW Report. DPW Superintendent, Mr. Domenic Consentino, delivers the DPW Report. Mr. Consentino informs the Board that the Water Plant treated 4,500,000 gallons of water, which equates to about 145,000 gallons per day. Superintendent Consentino states that the Town of Southeast will be bringing the vacuum for the catch basins this week, and he notes that the street sweeper came through Main Street and some of Carmel Avenue.

Superintendent Consentino updates the Board on the 2014 dump truck that we are keeping, and describes the maintenance needed for the body of the truck and a quote is coming soon. He also reiterates that the 2012 dump truck will be sold. Trustee Bryde asks that Superintendent Consentino take down the flower baskets and bring them back to Village Hall, once new flowers arrive, to fluff them up and then rehang the flower baskets back up at a later date. Superintendent Consentino notes that one of the baskets needs to be fixed. Deputy Mayor Piccini asks for clarification on when the street sweeper is coming through the Village and Superintendent Consentino states that there is no date for the street sweeper yet but the vacuum truck will be around this week to clean out the catch basins, and states that he did remind the Town about the sweeper. Superintendent Consentino states that if there are cars the DPW will hand sweep between them. Trustee Boissonnault thanks Superintendent Consentino for his hard work getting Well Park ready to open and notes that the park will open the bathrooms for rent for events only. Mayor Schoenig motions to accept the DPW Report, Trustee Bryde 2<sup>nd</sup> all in favor 5 to 0.

1.4. Zoning Board Report for May, 2021. Tabled.

2. Financial Report. Clerk Chiudina presents the Revenue/Expense Report for the fiscal year 2021. Clerk Chiudina notes that there are a few items that are outstanding including the renewal of the BAN that will be adjusted before the AUD is finalized. Clerk Chiudina also notes that taxes went out last week and the residents should be receiving them soon, and reminds the Board that the sewer and refuse was relieved but the water was not per Governor Cuomo's Executive Order. Clerk Chiudina reminds the public that water bills can still be paid and those who wish to enter into a payment plan due to financial hardships caused by the pandemic must contact the Village Offices.

2.1. Budget Adjustments for FY 2021. Clerk Chiudina presents the budget adjustments for FY 2021, which will take effect as of May 31, 2021.

			Org/Adj Bud	Proj Bud	Variance
<b>GENERAL FUND</b>					
Budget Increase	A.1110.100	JUDGE.PERSONAL EXP	\$ 22,692.00	\$ 23,092.00	\$ 400.00
Budget Increase	A.1110.120	COURT CLERK 1..	\$ 103,000.00	\$ 105,400.00	\$ 2,400.00
Budget Increase	A.1110.130	COURT CLERK 2..	\$ 18,400.00	\$ 19,100.00	\$ 700.00
Budget Increase	A.1110.140	COURT CLERK EVENING..	\$ 2,800.00	\$ 2,900.00	\$ 100.00
Budget Increase	A.1110.150	COURT SECURITY	\$ 14,000.00	\$ 15,300.00	\$ 1,300.00
Budget Increase	A.1325.120	DEPUTY CLERK/TREAS PS..	\$ 16,400.00	\$ 17,100.00	\$ 700.00
Budget Increase	A.1325.140	PART TIME TREASURER..	\$ 8,550.00	\$ 8,850.00	\$ 300.00
Budget increase	A.1720.100	PARKING.PERSONAL EXP	\$ 13,434.00	\$ 14,134.00	\$ 700.00
Budget increase	A.3120.100	POLICE.PERSONAL EXP	\$ 295,000.00	\$ 303,000.00	\$ 8,000.00
Budget increase	A.3320.110	ON STREET PARKING COURT CLERK..	\$ 18,900.00	\$ 19,050.00	\$ 150.00
Budget increase	A.1130.400	FINES TO STATE COMPTROLLER.CONTRACT EXP	\$ 120,550.00	\$ 144,350.00	\$ 23,800.00
Budget increase	A.1720.400	PARKING.CONTRACT EXP	\$ 4,300.00	\$ 4,355.00	\$ 55.00
Budget increase	A.9045.800	EMPLYR MTA PAYROLL TAX..	\$ 900.00	\$ 1,180.00	\$ 280.00
Budget increase	A.8510.400	COMMUNITY BEAUTIFICATION.CONTRACT EXP	\$ 5,000.00	\$ 5,250.00	\$ 250.00
Budget increase	A.9030.800	SOCIAL SECURITY..	\$ 44,000.00	\$ 45,100.00	\$ 1,100.00
Budget increase	A.9035.800	MEDICARE..	\$ 10,389.00	\$ 10,589.00	\$ 200.00
Source (Underexpended Funds)	A.1989.400	LEASE NYC.PARKING REVENUE SHARE	\$ 50,000.00	\$ 9,565.00	\$ (40,435.00)
			<b>Net General</b>		<b>\$ -</b>
<b>WATER FUND</b>					
Budget Increase	F.8310.144	ADMIN ASST CODES -PERS SERV	\$ 11,800.00	\$ 11,850.00	\$ 50.00
Budget Increase	F.8320.100	SUPPLY- PERS SERV	\$ 39,000.00	\$ 40,500.00	\$ 1,500.00
Budget Increase	F.8340.100	TRANS/DIST- PERS SERV	\$ 70,815.00	\$ 71,315.00	\$ 500.00
Budget Increase	F.9030.800	SOCIAL SECURITY..	\$ 22,500.00	\$ 23,350.00	\$ 850.00
Budget Increase	F.9035.800	MEDICARE..	\$ 5,350.00	\$ 5,620.00	\$ 270.00
Source (Underexpended Funds)	F.8310.131	ADMIN. DEPUTY CLK/TREAS PERS SERV	\$ 17,900.00	\$ 15,400.00	\$ (2,500.00)
Source (Underexpended Funds)	F.8310.470	ADMIN. POLICE CONTRACT	\$ 40,253.00	\$ 39,583.00	\$ (670.00)
			<b>Net Water</b>		<b>\$ -</b>
<b>SEWER FUND</b>					
Budget Increase	G.8110.130	ADMIN. TREAS PERS SERV .	\$ 3,300.00	\$ 3,500.00	\$ 200.00
Budget Increase	G.8110.180	ADMIN POLICE PERS SERV	\$ 88,200.00	\$ 91,200.00	\$ 3,000.00
Budget Increase	G.8140.110	STORMWATER. MANAGEMENT OFFICER..	\$ 5,000.00	\$ 5,100.00	\$ 100.00
Source (Underexpended Funds)	G.8130.410	SEWER PLANT OPS CONTRACT	\$ 650,448.00	\$ 647,148.00	\$ (3,300.00)
			<b>Net Sewer</b>		<b>\$ -</b>

Deputy Mayor Piccini motions to accept the budget adjustments as written, Trustee Gaspar 2<sup>nd</sup>, all in favor 5 to 0.

3. Casino Street – Off Street Parking. Clerk Chiudina reminds the Board of the parking issues on Casino Street and the Board discusses possible solutions. Mayor Schoenig would like to add this to the agenda for the next meeting and speak with the residents on that street regarding the street parking.
4. Minutes for Approval - May 19, 2021. Trustee Bryde motions to approve the Minutes from the May 19, 2021 meeting, and Trustee Gaspar notes the agenda item number 3, second line down, should say "especially stop signs". Deputy Mayor Piccini 2<sup>nd</sup> all in favor 5 to 0.

5. Vouchers Payable.

5.1. May 31, 2021. Trustee Bryde reviewed the vouchers at Village Hall today and found everything in order.

5.1.1.A - GENERAL FUND	\$45,615.29
5.1.2.C – REFUSE & GARBAGE	222.47
5.1.3.EN- ENGINEERING FEES	166.83
5.1.4.F - WATER FUND	2,413.38
5.1.5.G - SEWER FUND	1,112.05

---

Total Vouchers Payable	\$49,530.02
------------------------	-------------

Mayor Schoenig motions to approve the May 31, 2021 vouchers payable, as written, Deputy Mayor Piccini 2<sup>nd</sup>, all in favor 5 to 0.

5.2. June 2, 2021. Trustee Bryde reviewed the vouchers at Village Hall today and found everything in order.

5.2.1.A - GENERAL FUND	\$5,367.36
5.2.2.C – REFUSE & GARBAGE	19,775.06
5.2.3.F - WATER FUND	1,056.54
5.2.4.G - SEWER FUND	1,564.60

---

Total Vouchers Payable	\$27,763.56
------------------------	-------------

Mayor Schoenig motions to approve the June 2, 2021 vouchers payable, as written, Trustee Gaspar 2<sup>nd</sup>, all in favor 5 to 0.

6. Other Business

6.1. Deputy Mayor Piccini updates the Board on the Refuse Contract. Clerk Chiudina gave the suburban carting to her and she asks that the Board reviews the contract and make note of anything that should be changed, by the next meeting, June 16, 2021.

6.2. Trustee Bryde mentions that there was a nice turn out at the Memorial Ceremony, and that herself, Mayor Schoenig and Clerk Chiudina were in attendance. She informs the Board that World War II Veteran, Tom Smith was very appreciative to be included in presenting the wreath with Mayor Schoenig and herself. She reminds the Board that the walking procession of the Feast of Corpus Christi will take place on June 6<sup>th</sup> at 4 PM and start on Main Street and end at St. Lawrence O'Toole. Trustee Bryde also reminds the Board that the Elk's Lodge on Route 22 is hosting a Flag Day ceremony on June 14<sup>th</sup>. Trustee Bryde asks about the status of the Putnam County Highway Department using 25 Marvin Avenue as a field office and Clerk Chiudina confirms this and notes that 25 Marvin Avenue needs the air conditioning unit to be serviced which will be done in the next few weeks.

7. New Business

7.1. Trustee Bryde would like to make it known that the employees at the Village Office work very hard and notes how busy the office is for being such a small municipality as well as how well everyone works together and helps each other out. Trustee Bryde and the rest of the Board thanks them for their hard work.

7.2. Trustee Boissonnault mentions that the company that installed the equipment at Wells Park will be doing a repair on one of the slides and will look at other parts of the playground to do some repairs if needed. He will present the quote and what needs to be done at the park at the next meeting.

7.3. Trustee Gaspar asks about what can be done about the Garden Street's appearance and he also notes the dog that has been barking excessively and asks what can be done about that. Mayor Schoenig asks Counsel Herodes if it is possible to send an Order to Remedy to the owners and if the items are not taken care of in time, the Village can perform the necessary maintenance and bill the owner. Counsel Herodes would need to review the Village Code to ensure it is allowed.

7.4. Mayor Schoenig requests an update for the survey quotes for the buildings on Marvin Avenue and Counsel Herodes states she is waiting for one more and will hopefully have it before the next meeting. She also mentions a discussion she had with Counsel Folchetti regarding some operations in the lab building that may need to be moved and suggests holding a meeting and include Mr. Todd Atkinson as well.

8. Public Comment

8.1. Board of Education Trustee Scott Seaman informs the Board that the School Board is working on a plan to move forward with a graduation ceremony on June 18th, similar to last year. He also mentions that Prom is on June 15<sup>th</sup> and that Seniors were able to participate in a Seniors only ceremony for graduation to allow them to walk and wear their caps and gowns. Mr. Seaman also thanks the Village Board for all of their support. Trustee Bryde asks if there will be a caravan like last year and Mr. Seaman confirms this and states that the route will follow Route 312

to Farm to Market and into the High School Campus, and will be led by the Marching Band. The entire parade will probably take a half an hour to an hour but the road will be closed prior to this, around 6 PM.

- 8.2. Town of Southeast Councilman John Lord asks what will happen to the old Carmel Avenue Bridge and what will happen to the properties associated with Markel Park. He explains that Town residents are asking about the playground equipment. He also mentions the lease with DEC for the park but that there is a discussion regarding the Village and the Fire Department about expanding their property. Mayor Schoenig states that Markel Park is a part of the land transfer agreement from DEP, which includes the first ball park only, but the Village has not seen the deeds as of yet. Councilman Lord believes that the agreement has not been finalized yet and Mayor Schoenig states that the agreement has been signed but the Village has not received the deeds to those properties. Councilman Lord asks if there is any update regarding the Urban Renewal Project and what parties are involved and Mayor Schoenig confirms there are no changes.

9. Mayor Schoenig motions to adjourn, Trustee Boissonnault 2<sup>nd</sup>, all in favor 5 to 0.

Village of Brewster, NY

May 18, 2021

Planning Board Report, 2021

Rick Lowell, chairman

Greg Folchetti, attorney- Costello & Folchetti

Janet Ward, vice chairman

Todd Atkinson, PE- J.R. Folchetti & Assoc.

David Kulo

Cathy Chiudina, secretary

Katy New

Marti Foster

Meeting date(s): 7:30pm May 18, 2021 (all meetings via Zoom)

In Attendance: R. Lowell, D. Kulo, K. New, M. Foster, G. Folchetti, T. Atkinson, C. Chiudina

Agenda: 28 Eastview Ave & 861 Rte 22

Business:

1) 28 Eastview Ave Sub-division: Discussion of engineer's comments of May 10, 2021 included details of the roadway, sidewalks, lighting, sewers, utilities, etc.; discussion of the storm water pollution plan; ownership of the road to be dedicated to the Village. The planning board voted to declare its intention to be Lead Agency for SEQRA and a Resolution was passed by all members present establishing a Public Hearing for SEQRA and another Public Hearing for sub-division and/or site plan review. Both hearings to take place on July 20, 2021.

2) 861 Rte 22 (V&R): Discussion of engineer's comments relating to dedicated parking for the residential tenants; SEQRA is not required for purely interior renovations; mention was made of the historic nature of the building, no exterior changes are to be made. A Resolution was passed by all members present waiving site plan approval subject to applicant satisfying conditions in section III of Mr. Atkinson's report of May 18, 2021.

3) A brief addendum of a discussion of the 85 Main St project discussed at the end of the March 16, 2021 meeting was approved to be added to that Minutes.

4) Minutes of April 20, 2021 were approved as written.

Respectfully submitted,

Rick Lowell, chairman



**VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT**

<b>1. <u>GENERAL INFORMATION</u></b>		
Report No: 5 of 2021	Date: 6/2/2021	Contract No:
Facility Name: VOB / PLANNING BOARD REVIEW AND CONSULTATION		

<b>2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:</b>	
a.	Projects reviewed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> <li>• Two projects were reviewed in April.</li> </ul>
b.	Status of Planning Board projects (attach additional pages as needed):
	<ul style="list-style-type: none"> <li>• 530 N. Main Street - 1hr.</li> <li>• 28 Eastview Avenue - 6.5 hrs.</li> </ul>
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> <li>• Continue plan review and meetings for B.O.S. Land Development</li> <li>• Perform site inspection at 538 North Main Street, when needed</li> <li>• 530 North Main Street, Ongoing Inspections</li> <li>• Perform site inspection at 79 Main Street, when needed</li> <li>• Perform site inspection at 85 Main Street, when needed</li> </ul>

**VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT**

<b>1. <u>GENERAL INFORMATION</u></b>		
Report No: 5 of 2021	Date: 6/2/2021	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

<b>2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :</b>	
<b>a.</b>	<b>Activities completed this month (attach additional pages as needed):</b>
	<ul style="list-style-type: none"> <li>• Maintain monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village.</li> <li>• NYSDEC MS4 Annual Report submitted to NYSDEC on May 24, 2021</li> <li>• Inspection of the Tonetta Brook and Wells Brook Retrofits was performed on May 14, 2021. Inspection Reports attached.</li> </ul>
<b>b.</b>	<b>Status of activities in progress this month (attach additional pages as needed):</b>
<b>c.</b>	<b>Activities scheduled (attach additional pages as needed):</b>
	<ul style="list-style-type: none"> <li>• Perform dry weather inspections on Village outfalls.</li> <li>• Respond to comments, if any, on the MS4 Annual Report.</li> </ul>



**Stormwater Pond/Wetland Operation, Maintenance and  
Management Inspection Checklist**

Project: WELLS BROOK  
 Location: MARVIN AVENUE, BREWSTER, NEW YORK  
 Site Status: \_\_\_\_\_  
 Date: MAY 14, 2021  
 Time: 2:15 PM  
 Inspector: UDAY JINABHAI

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
<b>1. Embankment and emergency spillway (Annual, After Major Storms)</b>		
1. Vegetation and ground cover adequate	SATISFACTORY	
2. Embankment erosion	SATISFACTORY	
3. Animal burrows	SATISFACTORY	
4. Unauthorized planting	SATISFACTORY	
5. Cracking, bulging, or sliding of dam		
a. Upstream face	SATISFACTORY	
b. Downstream face	SATISFACTORY	
c. At or beyond toe		
downstream	SATISFACTORY	
upstream	SATISFACTORY	
d. Emergency spillway	SATISFACTORY	
6. Pond, toe & chimney drains clear and functioning	SATISFACTORY	
7. Seeps/leaks on downstream face	SATISFACTORY	
8. Slope protection or riprap failure	SATISFACTORY	
9. Vertical/horizontal alignment of top of dam "As-Built"	SATISFACTORY	

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
10. Emergency spillway clear of obstructions and debris	SATISFACTORY	
11. Other (specify)		
<b>2. Riser and principal spillway (Annual)</b>		
Type: Reinforced concrete <u>    X    </u> Corrugated pipe <u>          </u> Masonry <u>          </u>		
1. Low flow orifice obstructed	SATISFACTORY	
2. Low flow trash rack. a. Debris removal necessary	UNSATISFACTORY	DEBRIS REMOVAL NECESSARY
b. Corrosion control	SATISFACTORY	
3. Weir trash rack maintenance a. Debris removal necessary	N/A	
b. corrosion control		
4. Excessive sediment accumulation insider riser	SATISFACTORY	
5. Concrete/masonry condition riser and barrels a. cracks or displacement	SATISFACTORY	
b. Minor spalling (<1" )	SATISFACTORY	
c. Major spalling (rebars exposed)	SATISFACTORY	
d. Joint failures	SATISFACTORY	
e. Water tightness	SATISFACTORY	
6. Metal pipe condition	N/A	
7. Control valve a. Operational/exercised	N/A	
b. Chained and locked		
8. Pond drain valve a. Operational/exercised	N/A	
b. Chained and locked		
9. Outfall channels functioning	SATISFACTORY	
10. Other (specify)		

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
<b>3. Permanent Pool (Wet Ponds) (monthly)</b>		
1. Undesirable vegetative growth	SATISFACTORY	
2. Floating or floatable debris removal required	SATISFACTORY	
3. Visible pollution	SATISFACTORY	
4. Shoreline problem	SATISFACTORY	
5. Other (specify)		
<b>4. Sediment Forebays</b>		
1. Sedimentation noted	SATISFACTORY	
2. Sediment cleanout when depth < 50% design depth	SATISFACTORY	
<b>5. Dry Pond Areas</b>		
1. Vegetation adequate	N/A	
2. Undesirable vegetative growth		
3. Undesirable woody vegetation		
4. Low flow channels clear of obstructions		
5. Standing water or wet spots		
6. Sediment and / or trash accumulation		
7. Other (specify)		
<b>6. Condition of Outfalls (Annual , After Major Storms)</b>		
1. Riprap failures	SATISFACTORY	
2. Slope erosion	SATISFACTORY	
3. Storm drain pipes	SATISFACTORY	
4. Endwalls / Headwalls	SATISFACTORY	
5. Other (specify)		
<b>7. Other ( Monthly)</b>		
1. Encroachment on pond, wetland or easement area	SATISFACTORY	

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
2. Complaints from residents	SATISFACTORY	
3. Aesthetics		
a. Grass growing required	SATISFACTORY	
b. Graffiti removal needed	UNSATISFACTORY	OUTLET STRUCTURE
c. Other (specify)		
4. Conditions of maintenance access routes.	SATISFACTORY	
5. Signs of hydrocarbon build-up	SATISFACTORY	
6. Any public hazards (specify)	SATISFACTORY	
<b>8. Wetland Vegetation (Annual)</b>		
1. Vegetation healthy and growing Wetland maintaining 50% surface area coverage of wetland plants after the second growing season. (If unsatisfactory, reinforcement plantings needed)	SATISFACTORY	
2. Dominant wetland plants: Survival of desired wetland plant species Distribution according to landscaping plan?	SATISFACTORY	
3. Evidence of invasive species	SATISFACTORY	
4. Maintenance of adequate water depths for desired wetland plant species	SATISFACTORY	
5. Harvesting of emergent plantings needed	SATISFACTORY	
6. Have sediment accumulations reduced pool volume significantly or are plants "choked" with sediment	SATISFACTORY	
7. Eutrophication level of the wetland.	SATISFACTORY	
8. Other (specify)		

**Comments:**


---



---



---



---



---

**Actions to be Taken:**

CLEAN TRASH RACK

---

REPAIR FENCE POST & RAILING

---

REMOVE GRAFFITI FROM CONCRETE OUTLET STRUCTURE

---

**Stormwater Pond/Wetland Operation, Maintenance and  
Management Inspection Checklist**

Project: TONETTA BROOK  
 Location: RAILROAD AVENUE, BREWSTER, NEW YORK  
 Site Status: \_\_\_\_\_  
 Date: MAY 14, 2021  
 Time: 4:00 PM  
 Inspector: UDAY JINABHAI

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
<b>1. Embankment and emergency spillway (Annual, After Major Storms)</b>		
1. Vegetation and ground cover adequate	SATISFACTORY	
2. Embankment erosion	SATISFACTORY	
3. Animal burrows	SATISFACTORY	
4. Unauthorized planting	SATISFACTORY	
5. Cracking, bulging, or sliding of dam		
a. Upstream face	SATISFACTORY	
b. Downstream face	SATISFACTORY	
c. At or beyond toe		
downstream	SATISFACTORY	
upstream	SATISFACTORY	
d. Emergency spillway	SATISFACTORY	
6. Pond, toe & chimney drains clear and functioning	SATISFACTORY	
7. Seeps/leaks on downstream face	SATISFACTORY	
8. Slope protection or riprap failure	SATISFACTORY	
9. Vertical/horizontal alignment of top of dam "As-Built"	SATISFACTORY	

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
10. Emergency spillway clear of obstructions and debris	SATISFACTORY	
11. Other (specify)		
<b>2. Riser and principal spillway (Annual)</b>		
Type: Reinforced concrete <u>  X  </u>		
Corrugated pipe <u>          </u>		
Masonry <u>          </u>		
1. Low flow orifice obstructed	SATISFACTORY	
2. Low flow trash rack.		DEBRIS REMOVAL NECESSARY
a. Debris removal necessary	UNSATISFACTORY	
b. Corrosion control	SATISFACTORY	
3. Weir trash rack maintenance	N/A	
a. Debris removal necessary		
b. corrosion control		
4. Excessive sediment accumulation insider riser	SATISFACTORY	
5. Concrete/masonry condition riser and barrels		
a. cracks or displacement	SATISFACTORY	
b. Minor spalling (<1" )	SATISFACTORY	
c. Major spalling (rebars exposed)	SATISFACTORY	
d. Joint failures	SATISFACTORY	
e. Water tightness	SATISFACTORY	
6. Metal pipe condition	N/A	
7. Control valve	N/A	
a. Operational/exercised		
b. Chained and locked		
8. Pond drain valve	N/A	
a. Operational/exercised		
b. Chained and locked		
9. Outfall channels functioning	SATISFACTORY	
10. Other (specify)		

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
<b>3. Permanent Pool (Wet Ponds) (monthly)</b>		
1. Undesirable vegetative growth	SATISFACTORY	
2. Floating or floatable debris removal required	SATISFACTORY	
3. Visible pollution	SATISFACTORY	
4. Shoreline problem	SATISFACTORY	
5. Other (specify)	UNSATISFACTORY	GOLDFISH OBSERVED
<b>4. Sediment Forebays</b>		
1. Sedimentation noted	SATISFACTORY	
2. Sediment cleanout when depth < 50% design depth	SATISFACTORY	
<b>5. Dry Pond Areas</b>		
1. Vegetation adequate	N/A	
2. Undesirable vegetative growth		
3. Undesirable woody vegetation		
4. Low flow channels clear of obstructions		
5. Standing water or wet spots		
6. Sediment and / or trash accumulation		
7. Other (specify)		
<b>6. Condition of Outfalls (Annual , After Major Storms)</b>		
1. Riprap failures	SATISFACTORY	
2. Slope erosion	SATISFACTORY	
3. Storm drain pipes	SATISFACTORY	
4. Endwalls / Headwalls	SATISFACTORY	
5. Other (specify)		
<b>7. Other ( Monthly)</b>		
1. Encroachment on pond, wetland or easement area	SATISFACTORY	



Maintenance Item	Satisfactory/ Unsatisfactory	Comments
2. Complaints from residents	SATISFACTORY	
3. Aesthetics		
a. Grass growing required	SATISFACTORY	
b. Graffiti removal needed	UNSATISFACTORY	OUTLET STRUCTURE
c. Other (specify)		
4. Conditions of maintenance access routes.	UNSATISFACTORY	RUTTING / PONDING
5. Signs of hydrocarbon build-up	SATISFACTORY	
6. Any public hazards (specify)	SATISFACTORY	
<b>8. Wetland Vegetation (Annual)</b>		
1. Vegetation healthy and growing Wetland maintaining 50% surface area coverage of wetland plants after the second growing season. (If unsatisfactory, reinforcement plantings needed)	SATISFACTORY	
2. Dominant wetland plants: Survival of desired wetland plant species Distribution according to landscaping plan?	SATISFACTORY	
3. Evidence of invasive species	SATISFACTORY	
4. Maintenance of adequate water depths for desired wetland plant species	SATISFACTORY	
5. Harvesting of emergent plantings needed	SATISFACTORY	
6. Have sediment accumulations reduced pool volume significantly or are plants "choked" with sediment	SATISFACTORY	
7. Eutrophication level of the wetland.	SATISFACTORY	
8. Other (specify)		

**Comments:**


---



---



---



---



---

**Actions to be Taken:**

---

CLEAN TRASH RACK

---

REPAIR FENCE RAILING

---

REMOVE GRAFFITI FROM CONCRETE OUTLET STRUCTURE

---

REPAIR ACCESS ROUTE

---